

## California Housing Finance Agency Job Opportunity

## Student Assistant - Financing

Final File Date  Division  Specific Location  Tenure & Time base  Number of Positions  Questions?  Contact Lisa Bixler at 916-322-1948 or Ibixler@calhfa.ca.gov. California Relay Telephone Service for the Deaf of Hearing Impaired: fror TDD phones: 800-735-2929, from voice phones 800-735-2922.  Who Should Apply  Who Should Apply  Who Should Apply  Those who are continuously enrolled in a college or university program, preferably an upper-division undergraduate or graduate program.  How to Apply  Submit a standard State application form (resume may be attached) to: Lisa Bixler California Housing Finance Agency P.O. Box 4034 Sacramento, CA 95812-4034 Applications are available on the State Personnel Board's website a www.spb.ca.gov or by contacting CalHFA. Please specify that you ar interested in position #108 on your application.  Duties  Duties  Under the general supervision of the CalHFA Financing Risk Manager, the position assists the Financing Risk Manager on matters related to evaluating the various risks related to all of CalHFA's assets and liabilities. Duties include administration of a debt management database and performing calculations of help determine various financial risks of the Agency.  Preferred Experience:  The ideal candidate should possess proficiency in MS Excel and MS Access and have strong math skills. Proficiency in programming is a plus. Knowledge of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated, eager to learn and be of finance is also a plus. Candidate should be motivated.	Salary Range	\$7.86 – 10.47 hourly depending on units earned and/or prior State service.
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Equal Opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.  It is the objective of the State of California to achieve a land to achieve a la	Duties	The state of the s
Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing  Preferred Education:  Must be enrolled in a minimum of 6 semester (4 graduate) or 9 quarter (graduate) units at an accredited college or university during Spring and Fa Interested in graduate or upper-division undergraduate student. An	regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.  It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public	Preferred Experience:  The ideal candidate should possess proficiency in MS Excel and MS Access and have strong math skills. Proficiency in programming is a plus. Knowledge of finance is also a plus. Candidate should be motivated, eager to learn and be able to initiate and complete projects.  Preferred Education:  Must be enrolled in a minimum of 6 semester (4 graduate) or 9 quarter (6 graduate) units at an accredited college or university during Spring and Fall. Interested in graduate or upper-division undergraduate student. Any educational background is acceptable, though those seeking an economics,

9/11/2006